NOTICE OF MEETING

Notice is hereby given of the Meeting of the Bluff Community Board to be held in the Bluff Municipal Chambers, Gore Street, Bluff on Monday 1 September 2025 at 7.00 PM

Mr R Fife (Chair)
Mr S Graham
Ms T Stockwell
Mr J Sutherland
Ms T Topi
Cr G M Dermody
Mrs P Coote – Advisory member

MICHAEL DAY
CHIEF EXECUTIVE

A6078785

Bluff Community Board - Public Agenda

01 September 2025 07:00 PM

Agenda Topic			Page
1.	Apologies		
2.	Declaration of Interests		
	a.	Members are reminded of the need to stand aside from decision-making when a conflict arises between their role as an elected representative and any private or other external interest they might have.	
	b.	Elected members are reminded to update their register of interests as soon as practicable, including amending the register at this meeting if necessary.	
3.	Public Forum		
4.	Minutes of the Bluff Community Board Meeting Held on 21 July 2025 (A6013122)		3
5.	Financial Report for Bluff Community Board for the Year Ending 30 June 2025 (A6073526)		7
6.	Report of the Bluff Publicity / Promotions Officer (A6074736)		9
7.	Bluff Boat Ramp Facilities Upgrade – Update (A6066300)		11
8.	Bluff Action Sheet (A6023823)		14
	8.1	Appendix 1 - Bluff Action Sheet (A6023824)	18
	8.2	Appendix 2 - Stirling Point Concepts (A6049212)	22
9.	Chairperson's Report - Verbal Update		

MINUTES OF BLUFF COMMUNITY BOARD, HELD IN THE MUNICIPAL CHAMBERS AT 18 GORE STREET, BLUFF ON MONDAY 21 JULY 2025 AT 7.00 PM

Present:
Mr R Fife (Chair)
Ms T Stockwell
Mr J Sutherland
Cr G M Dermody

In Attendance:
Ms T Hurst - Group Manager - Community Engagement and Corporate Services
Ms C Rain - Manager - Parks and Recreation
Mr M Morris – Manager – Governance and Legal
Ms L Knight - Manager - Communications and Marketing
Mr Matt Keil - Manager - Infrastructure Operations
Ms R Suter – Manager – Strategy and Policy (Via Microsoft Teams)
Mr A Gillespie – Senior Engineer – Operations
Ms A Young - Destination Development Manager (Great South)
Mr L Beer – Bluff Promotions
Mrs N Allan – Manager – Bluff Service Centre
Mrs D Fife – Assistant Manager – Bluff Service Centre

1. Apologies

Mr S Graham and Ms T Topi.

Moved Cr Dermody, seconded Ms Stockwell and **RESOLVED** that the apologies be accepted.

2. Declaration of Interest

Nil

3. Public Forum

Nil.

4. Minutes of the Bluff Community Board Meeting held on Monday 9 June 2025

A5947397

Moved Cr Dermody, seconded Mr Sutherland that the Minutes of the Bluff Community Board meeting held on Monday 9 June 2025 be confirmed.

It was noted that the date for the workshop concerning the Community Board grants was still to be confirmed but would be held before the end of the Board's term.

The future of the west end jetty was deferred to the next meeting.

The motion, now put, was **RESOLVED.**

5. Bluff Motupōhue Tourism Masterplan Stakeholder Workshop

A5984939

Ms Trudie Hurst, Ms Amie Young and Ms Rhiannon Suter (via Microsoft teams) spoke to the report.

The Board discussed the prioritisation of the three projects (in recommendations 6-8) and felt that priority should be accorded to those that were deliverable in the short term, while ensuring that worked progressed and not lost on the long term vision for Te Taurapa o Te Waka, Bluff Hill experience.

The Board also expressed their appreciation that the role to implement the Bluff Tourism Masterplan had been retained for the 2025-2026 year.

Moved Cr Dermody, seconded Ms Stockwell that the Bluff Community Board:

1. Receives the report "Bluff Motupōhue Tourism Masterplan Stakeholder Workshop".

2. Receives the Great South report on the workshop (A6011658).

3. Notes that the part time role to implement the Bluff Tourism Masterplan has been continued by Great South for the 2025/2026 year.

4. Notes that the next stage of LTP planning will commence immediately following the election which will include a workshop for the Bluff Community Board and that further investment in facilities, infrastructure and assets can be considered as part of this process.

5. Provides feedback to Great South on the implementation plan as required.

Recommendations to Council:

6. To request that Great South progress Projects 8, 20 and 7 – Te Taurapa o Te Waka – Bluff Hill Experience as part of its work for Invercargill City Council under contract funding and note this is the Bluff Community Board's third priority.

7. To request that Great South progress Product Packing and Capability Development of Operators as part of its work for Invercargill City Council under contract funding and note this is the Bluff Community Board's first priority.

8. To request that Great South progress the Development and Sharing of the Motupōhue Bluff Story as part of the Murihiku Southland Story work and note this is the Bluff Community Board's second priority.

The motion, now put, was **RESOLVED.**

6. Report of the Bluff Publicity / Promotions Officer

A6010224

Moved R Fife, seconded J Sutherland that the Bluff Community Board:

1. Receives the report "Report of the Bluff Publicity / Promotions Officer".

Mr Lindsay Beer spoke to the report and noted that Bluff Promotions had done the interviews for the position of Town Crier and the successful candidate would be announced very soon.

The question was asked why the community garage sale had only been planned to be held every second year. It was confirmed that it was due to the small team at Bluff Promotions and the time needed to plan the community garage sale. Bluff Promotions had several other projects this year that required a lot of time to put together and the decision was made to make it bi-annual.

A question was asked regarding who would decide what events would be promoted on the promotional sign, it was confirmed that Bluff Promotions coordinated the advertising.

The motion, now put, was **RESOLVED.**

7. Bluff Action Sheet

A5962128

Moved Mr Sutherland, seconded Ms Stockwell that the Bluff Community Board:

1. Receives the report "Bluff Action Sheet".

Mr Alan Gillespie, Ms Caroline Rain and Mr Matt Keil spoke to the report and noted there had been an increase in RFS been reported from the Bluff Community and it was felt this would be due to the Antenno app.

It was raised by the Board that vegetation stated as cleared in the report was still overgrown. Mr Gillespie advised he would follow this up.

It was noted that the issue with the rough condition of the driveway at 123 Slaney Street following the water mains renewal work had been resolved.

The 2025/26 footpath renewals programme would be sent to the Board by email, Mr Gillespie requested that members get back to him before the next meeting with their thoughts. He added that the budget was tight with only $50,000 allocated to Bluff.

Mr Gillespie confirmed that a presentation on how footpath renewals were assessed and planned for would be provided to the Board at the next meeting.

Mr Gillespie advised that he would like feedback at the next meeting about the Stirling Point concept plan attached to the agenda and then the plan could be made public through social media.

The original plan of installing double toilets at the Bluff Service Centre would be going ahead. The cost of a single toilet close to the Gore Street playground was too costly. There would have been new infrastructure that needed to be installed and the cost of a single toilet was almost the same cost as a double. The Board asked that they receive this information at their next meeting.

The issue of water ponding on the War Memorial concrete pad had been passed onto the Waihōpai Alliance and would be rectified in the near future.

The Board asked how the boat ramp parking fee collection was going, it was confirmed that there had been teething problems, which had been expected, but nothing major to date.

There would be an audit of the moving of berms in Bluff. This audit would be done in both Invercargill and Bluff and would look at why individual berms were being mowed.

The idea was that mowing would be done smarter to be cost efficient without comprising services.

It was also confirmed that Apple trees had been ordered to be planted on the green belt.

The motion, now put, had been **RESOLVED**.

8. Chairperson's Report - Verbal Update

No report was presented due to the Chair having been out of the country for the last five weeks.

There being no further business, the meeting finished at 8.19 pm.

Financial Report for Bluff Community Board for the Year Ending 30 June 2025

To:	Bluff Community Board
Meeting Date:	Monday 1 September 2025
From:	Kathleen Simmonds – Accounting Technician
Approved:	Patricia Christie – Group Manager – Finance and Assurance
Approval Date:	25 August 2025
Open Agenda:	Yes
Public Excluded Agenda:	No

Purpose and Summary

The purpose of this report is to present the Board's financial report for the year ending 30 June 2025.

Recommendations

That the Bluff Community Board:

1. Receives the "Financial Report for Bluff Community Board for the Year Ending 30 June 2025".

2. Approves the transfer of $34,000 funds to the Bluff Community Board Net Debt account, bringing the balance to $248,275.

Financial Report

The Bluff Community Board has a surplus of $34,000, this is more than the plan of $22,000 for the 2024/ 2025 financial year.

The Board received targeted rate revenue of $96,000 and Net Debt interest of $8,000. Total expenses were $70,000 against an Annual Plan of $79,000.

$36,000 spend under Grants and subsidies was contributed to:
- $12,000 to bursary recipients.
- $14,000 to Bluff Promotions.
- $10,000 to Bluff Maritime Museum.

$34,000 will be transferred to Net Debt account for future use by the Board.

The Bluff Community Board has a Net Debt balance of $248,275 as at the end of the 2024/2025 financial year.

Bluff Community Board - Financial Report Year Ending 30 June 2025

Performance Report			
	Actual ($,000)	Forecast	Plan
REVENUE			
Targeted rates	96	95	96
Finance Revenue	8	-	5
TOTAL REVENUE	104	95	101
EXPENSES			
Other Staff expenses	5	1	10
Administration expenses	-	1	1
Operational expenses	0	1	1
Grants & subsidies expenses	36	38	38
Elected reps & Mana Whenua expenses	29	28	29
TOTAL EXPENSES	70	69	79
SURPLUS / (DEFICIT)	34	26	22

Next Steps

Upon approval by the Board, staff will transfer the balance to the Bluff Community Board Net Debt account.

REPORT OF THE BLUFF PUBLICITY / PROMOTIONS OFFICER

To:	Bluff Community Board
Meeting Date:	Monday 1 September 2025
From:	Lindsay Beer – Bluff Publicity / Promotions Officer
Open Agenda:	Yes
Public Excluded Agenda:	No

Purpose and Summary

To update the Bluff Community Board on activities happening in Bluff.

Recommendations

That the Bluff Community Board:

1. Receive the report "Report of the Bluff Publicity / Promotions Officer".

New Town Crier

After receiving some great publicity when we publicised our search for a new Bluff Town Crier as this report is written I am preparing to distribute a media release accompanied by Facebook activity on the appointment of Bill Lind, a Bluff resident as the new Town Crier.

In conjunction with his appointment we are utilising Bill in his new role to promote the Bluff Promotions Car Boot Sale on Saturday, 13 September 2025 as his first project.

We will also publicise that he is available for other groups for events/occasions within our area.

Bluff Promotions Car Boot Sale – Saturday 13 September

The Bluff Promotions Car Boot Sale will take place at the Oyster Festival Site on Saturday, 13 September 2025.

Initial promotion has been aimed at obtaining sellers to support the event with the focus now moving to attracting the public to attend the event.

Bluff Promotions Up and Over Bluff Hill Grunt

I met with Paula Brown, who I have worked with to try and resurrect the Up and Over Bluff Hill Grunt, recently while she was back home in Bluff for a short time. We have mapped out two possible routes for a competitive event using the tracks and trails on Bluff Hill while also coming up with an alternative event for families.

There is still some work to do on smoothing the details so the event has a potential return in 2026.

Website

After the latest round of updates to the Bluff website is complete we will once again invite the public to provide feedback as to anything more required on the site.

Summer Sounds

Some preliminary work on Summer Sounds 2026 is currently underway.

Major Events

Details on upcoming major events in our area:

- Saturday 13 September: Car Boot Sale – Bluff Oyster Festival Site.
- 2 November to 8 November 2025: SBS Bank Cycle Tour Of Southland.
  No course details are available as yet but if the event follows the same template as recent years the Bluff Hill Stage will probably be on Thursday 6 November 2025.
- Saturday 8 November: Drivers competing in the World Harness Racing Championship visit Bluff.
- Sunday 7 December: Bluff Promotions Parade supported by South Port NZ Ltd plus Christmas In The Bluff.
- Thursday 5 February 2026: Burt Munro Challenge Bluff Hillclimb.
- Sunday 22 March 2026: Try Whānau 2026.

BLUFF BOAT RAMP FACILITIES UPGRADE – UPDATE

To:	Bluff Community Board
Meeting Date:	Monday 1 September 2025
From:	Olivia Heaslip – Project Manager – Project Management Office
Approved:	Erin Moogan - Group Manager - Infrastructure Services
Date:	Wednesday 27 August 2025
Open Agenda:	Yes
Public Excluded Agenda:	No

Purpose and Summary

To inform the Bluff Community Board on the progress made since April 2025 on the Bluff Boat Ramp Facilities Upgrade project.

Recommendations

That the Bluff Community Board:

1. Receives the quarterly report "Bluff Boat Ramp Facilities Upgrade – Update".

Update

Stage 1 - Eastern Jetty

The new bracing steel has been fabricated and installed to the eastern seawall. The final work to complete the timber ramp will be complete by the first week of September. This will complete Stage One of the project.

Stage 2 – Toilet Unit

The Exeloo unit is going to be installed in September, with piling beginning on site on 8 September.

Summary of Actions

Milestones completed in reporting period:

- Exeloo fabricated off-site – June 2025.
- Complete fabrication and installation of the bracing for the Eastern Jetty – September 2025.

Upcoming Milestones:

- Final works to Eastern Jetty – August 2025.
- Pilling and foundations for Exeloo – September 2025.
- Exeloo Installation – September 2025.

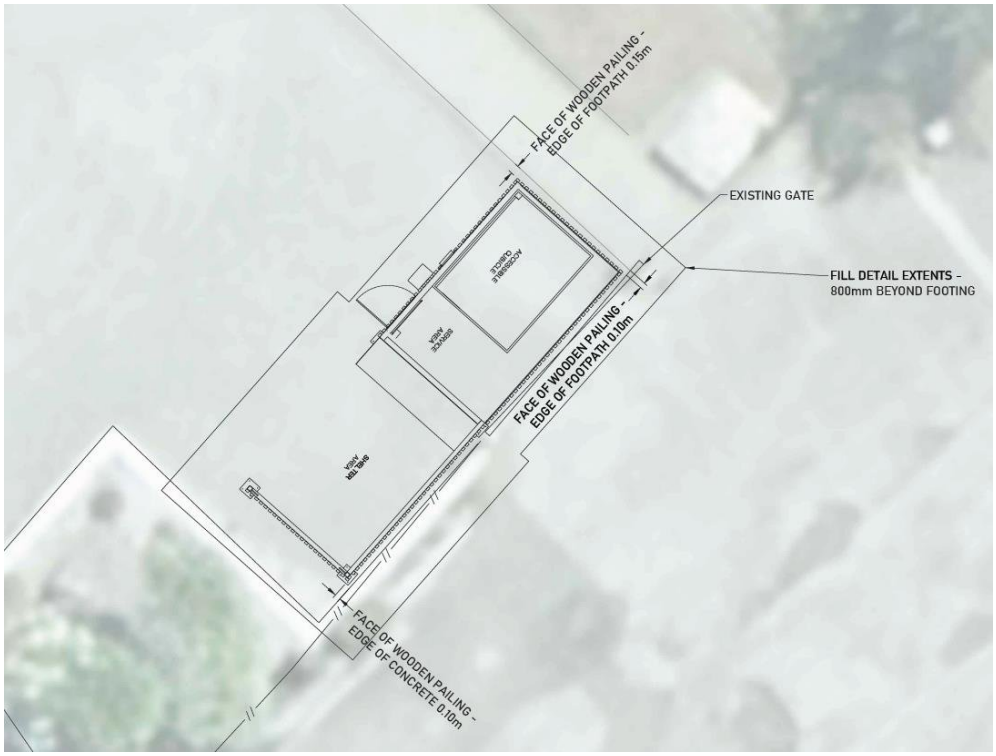
Next Steps

Completion of all works and celebration to follow – date to be confirmed.

Images for Reference

Exeloo Design and Location





BLUFF ACTION SHEET

To:	Bluff Community Board
Meeting Date:	Monday 1 September 2025
From:	Infrastructure Services and Parks & Recreation
Approved:	Erin Moogan - Group Manager - Infrastructure Services
Approved Date:	Wednesday 27 August 2025
Open Agenda:	Yes
Public Excluded Agenda:	No

Purpose and Summary

To update the responses to the issues raised during the Bluff inspections.

Recommendations

That the Bluff Community Board:

1. Receives the report "Bluff Action Sheet".

Background

The Bluff Action Sheet was developed following on-going inspections by the Bluff Community Board and Council staff. The action sheet updates the actions identified during these inspections. The last Bluff check-in was on 7 August 2025.

Where action items have been closed-out they are moved from the list "Appendix 1" and archived. Appendix 2 has been closed, and any outstanding items have been consolidated into Appendix 1 to streamline the action list and improve clarity. This change ensures a more efficient tracking process by maintaining a single, up-to-date list of active actions.

Operational day-to-day issues are dealt with by creating a RFS (Request for Service). These will be dealt with accordingly in the Council's RFS system.

New actions and latest updates are shown in red.

Progress Update

Requests for Service

August 2025

Department	Actioned	Being Investigated	Total Received
Building Maintenance	0	0	0
Drainage	0	2	2
Parks Department	4	1	5
Refuse	3	0	3
Roading	12	2	14
Water Services	4	0	4
Total Received	**23**	**5**	**28**

Previous 12 months

Totals Received	2024						2025					
Department	**Aug**	**Sep**	**Oct**	**Nov**	**Dec**	**Jan**	**Feb**	**Mar**	**Apr**	**May**	**Jun**	**Jul**
Building Maintenance	1	1	0	1	3	0	1	2	2	0	0	0
Drainage	6	7	0	2	2	2	2	1	1	0	0	0
Parks Department	2	5	5	7	8	1	2	1	4	1	4	11
Refuse	4	6	6	4	6	8	3	4	12	4	17	18
Roading	20	22	20	12	10	21	16	14	13	9	17	20
Water Services	4	4	3	1	3	9	8	6	10	2	4	9
Total Received	**37**	**45**	**34**	**27**	**32**	**41**	**32**	**28**	**42**	**16**	**46**	**58**

Roading – Waihōpai Alliance

Shannon Street bridge investigations/monitoring are still ongoing. Next steps are to relocate the stormwater, which will eliminate this from being the cause of the erosion. During these works there will be traffic delays/detours. This will allow further investigations to be undertaken for the cause of the settlement/erosion under the footpath.

Mid-August saw the last of the truckload of landfill to AB lime, totalling just over 9000 tonnes of landfill removed to AB Lime (Winton). We have diverted approximately 70 tonnes of cleaned concrete and rock from landfill. No wildlife has been disturbed and no artifacts discovered in the project to date.

Strategic Asset Planning

Stirling Point Concept Design

This has been drafted and is attached for comment. The design encompasses the amenity assets within the context of a limited space, road safety and connections with other spaces.

Issues that have arisen over time are the amenity and condition of the site as well as access and the safety of users

The site itself is limited by topography and proximity to the coast line. The underlying base rock is challenging in terms of excavation. This limits options in terms of what is feasible within a fiscally tight environment.

It is reasonable to say the site, whilst it has had some investment over time, needs further improvements planned to take advantage of its potential.

Parking

Vehicles use the site to access the observation deck and DoC tracks. The vehicles being used are mixed mode and need to be in some way accommodated in a more formal manner.

The capacity of the site is also limited in its current configuration, in terms of space.

Manoeuvring space is required to ensure that conflict between transport modes are minimised.

A section has been identified as potentially being used for additional angled parking to utilise the space more efficiently.

Safety

Two matters reveal themselves when examined under a safety lens. The mixed mode nature of the users of Stirling Point means there are more conflict points and risks to address than would be usual

The separation of pedestrian movements adjacent to the carpark is an important consideration, this includes access for disabled people.

The inclusion of cyclist facilities should be considered at a later date as part of prioritising and staging.

The barrier at the lookout is of minimal standard and contains a risk for the user/driver. The placement of a new barrier in keeping with the overall look of the area fits this concept.

The issue of safe sight distance over the brow of the hill should be addressed with speed limiting structures (thresholds/ramps/judder bars) to allow more time for users to make decisions.

Structures

The existing "retaining wall" is comprised of recycled tyres. Whilst it is suggested this is sufficient for the current layout, widening the area to account for additional amenity, requires the wall to be replaced by a more stable structure. It is suggested that gabion baskets or a crib wall design would be a more amenable and suitable solution.

Gabion baskets are more in keeping with the overall visual 'look' of the area.

Any widening and construction of additional parking will need retaining structure, full design and consideration of existing planting.

Vehicle movements

The challenge here is to be able to manoeuvre large vehicles (buses and coaches) in an out of the area without significant disruption to other users. The concept allows for these movements.

Connectivity

It is important to not see the site in isolation. Connecting the site to other points of interest whilst concurrently solving the challenges of the site is an important driver within the concept. The concept shows improvements to the track between Stirling Point and the Pilot Station to address this in terms of amenity but also safety.

Transport links between Bluff township and Stirling Point are being considered.

Shuttle services, e-bikes or similar could provide a service for connection between the two locations.

Concepts Framing

1. Parking – introduce increased signage, possible e-signs indicating the area is 'full' when appropriate.
2. Coach/Bus/Shuttle parking provision (formalised).
3. Widening the area.
4. Safety barriers.
5. Disability and Pedestrian amenity.
6. Cyclist facility (TBD).
7. Road surface (definition of the Stirling Point are (possible coloured asphalt).

Parks and Recreation

Refer to Action Sheet.

Next Steps

Ongoing review of the Action Sheet.

Attachments

1. Appendix 1 - Bluff Action Sheet (A6023824)
2. Appendix 2 – Stirling Point Concepts (A6049212)

APPENDIX 1
A6023824

Bluff Inspection Action Sheet

Item numbers are numeric
133 Next New Item number

BCB Priority Key

High	1
Medium	2
Low	3
Business as usual	4

Item	Year	Responsibility Area	Issues/Projects	Actions	ICC Contact	Timeframe	Priority
				PROJECT MANAGEMENT OFFICE			
3	2022	Project Management Office	Boat Ramp	14/04/2025 - Bracing methodology and pricing have been signed off. Fabrication of additional items has begun. Civil works programme is in production. Toilet block and fish processing station are in fabrication with delivery estimated for May. 20/05/2025 - Minor amendments are being made to the piles for the Exeloo facility to account for the ground conditions. Civil works to begin on the Eastern Jetty following the confirmation of pile placement. 10/07/2025 - Piles have been installed in the dinghy ramp for the Eastern Jetty bracing to be attached to. There have been some minor measurement changes resulting in an adjustment being made to the bracing. The adjustment has pushed the works out to the end of July. Pending handover/delivery in August. The Exeloo unit is going through consenting. Once consents are received installation will take place. 22/08/2028 - Report provided for the 1 September meeting.	Erin Moogan	West Jetty final bracing (Feb/March) Toilet (June/July - TBC)	1
				STRATEGIC ASSET PLANNING			
4	2019	Strategic Asset Planning	Stirling Point - Seaside Footpath	Seaside footpath is still awaiting decisions. The number of alternative options has not really changed and car parking remains to be a significant problem. Future workshops with the Board should consider options and direction. No funding has been allocated for development works. Further strategic planning is needed to look to have longer term plan available. Any improvements will need to be budgeted in the future. Not included in LTP. Staff looking at a longer term solution as budget becomes available. 27/03/25 - Workshop held 17 March 2025 - concepts being developed. 03/06/2025 - Stirling Point concept designs are with consultants currently. 10/07/2025 - Concept designs complete and to be presented to the Bluff Community Board meeting. 18/08/2025 - Concept designs provided.	Doug Rodgers	Hold	1
38	2020	Strategic Asset Planning	Stirling Point - Replacement for tyre retaining wall	01/09/2022 Met with Ray and Tammi. Property boundary does cross the wall, about half the wall is inside the property. No funding is currently allocated for new works. Changes planned here need to align with what is strategically planned. Some resolution needed on how the area should be managed, importance of Board input noted. How can parking be improved or should restrictions be in place. All parties aware that land is a limitation and any project will need high capital investment. 27/03/25 Workshop held 17 March 2025, concept design to be delivered for low budget solutions to the tyre wall. Part of a holistic aproach to the area. 03/06/2025 - Stirling Point concept designs are with consultants currently, process stalled. 10/07/2025 - Concept design completed and to be presented to the Bluff Comunity Board meeting. 18/08/2025 - Concept designs provided.	Doug Rodgers	On Hold	2
63	2025	Strategic Asset Planning	Footpath renewals programme	22/08/2025 - Planned footpath renewals for Bluff over the next 3 financial years. 2025/26 • Foyle Street (LHS Liffey to Slaney) 2026/27 • Liffey Street (LHS Barrow to Foyle) • Raymond Street (RHS) • Foreshore Road (LHS Shannon Street to Museum) 2027/28 • Ann Street (RHS) • Henderson Street (LHS Ann to Elizabeth) • Elizabeth Street (LHS Henderson to Burrow) • Burrow Street (LHS + RHS Parret to Elizabeth Street) 24/01/2025 - Footpath Renewals Programme of 2024/25 financial year finalised for Bluff: • Barrow Street – Palmer to Onslow Street • Barrow Street – Lee to Palmer Street (New + renewal) • Lagan Street – Shannon Street to End	Doug Rodgers	2025/26	2
85	2023	Strategic Asset Planning	Bluff Gateway Entrance & Highway sign - Lighting installation, surface water run-off improvements	04/03/2025 - Given NZTA are unable to fund this, next steps are to confirm a concept and the scope of the project (confirming lighting, landscaping, safety considerations) 03/06/2025 - The new lighting fixture for the Bluff sign has been designed and will be forwarded to NZTA for approval. This work is unbudgeted at this stage. 10/07/2025 - Lighting to be progressed in new financial year. 18/08/2025 - To be progressed as above.	Doug Rodgers	In Progress	2
97	2023	Strategic Asset Planning	Street lighting - Murihuku Place and Rons Place	31/08/2023 - No street lighting, popular route for walkers at night, feels unsafe. 27/03/2025 - investigation under way - focus on lighting in Rons Place midway. 02/06/2025 - Unbudgeted - investigations started. 10/07/2025 - Under investigation lighting being priced. 18/08/2025 - Budget limitations, however staff investigating interim solution (possibly single light).	Doug Rodgers	3-10-2024	3

APPENDIX 1

A6023824

Bluff Inspection Action Sheet

Item numbers are numeric

133 Next New Item number

BCB Priority Key	
High	1
Medium	2
Low	3
Business as usual	4

Item	Year	Responsibility Area	Issues/Projects	Actions	ICC Contact	Timeframe	Priority
101	2024	Infrastructure Operations	Slump in footpath - 76 Gore Street	01/02/2024 - Slump in footpath, trip hazard. 05/02/2024 - This area has cones marking the hazard. Supervisor to discuss options with ICC. Dispatch 3488. 28/01/2025 - There is a limited budget for footpath maintenance, and a decision needs to be made regarding whether the Bluff Community Board wishes to retain the pavers or if we can asphalt the footpath. If asphalting is approved, it would fall under capital renewals and may be scheduled for completion sooner. 10/03/2025 - Pavers to be retained. Waihōpai Alliance to prepare estimate for restoration works. This may need to be pushed to next financial year to undertake full repairs due to budget restraints. Trip hazards to be mitigated accordingly until then. 14/03/2025 - Current slumps/trip hazards have been repaired by the Waihōpai Alliance. A long-term plan is being priced to relay and level the footpath. Bluff Community Board is advised on heavy plant used within this location, that has an effect on pavers.	RFS 410859	10-April-2025 (partial)	2
109	2024	Strategic Asset Planning	No Stopping lines at Stirling Point - Ward Parade	No stopping lines previously at Stirling Point on Ward Parade. NZTA previously consulted, however no changes to bylaws were adopted. 12/07/2024 - Potentially needs new consultation. ICC following up on legal implications. 03/10/2024 - No-Stopping lines on Ward Parade to go out for public consultation. The parking bylaw will need to be ammended once consultion is completed. Full process expected to take 6 months. The current parking bylaw shows no-stopping lines on the east side of Ward Parade by the Stirling Point gateway sign, working through NZTA permissions for ICC to mark these in the interim. 24/01/2025 - Organising consultation process. 27/03/2025 - Workshop held and would be wise to combine this in design concepts. 10/07/2025 - Forms part of the Stirling Point concept design. 18/08/2025 - As above in item 4 and 38.	Doug Rodgers	30-Jul-2024	1
123	2024	Strategic Asset Planning	Footpath erosion on Foyle Street, just west Slaney Street.	04/10/2024 - ICC to review extent of erosion. 14/04/2025 - Recent discussions with BCB indicate footpath well used, and there is a preference to retain footpath. SAP reviewing with footpath renewals programme. 22/06/2025 - To be included for assessment in 2025/26 footpath renewals. 18/08/2025 - Part of the footpath renewal programme.	Doug Rodgers	30-Sep-2025	3
128	2025	Strategic Asset Planning	Public toilet near Gore St playground	28/04/2025 - Bluff Community Board query if a new single public toilet can be installed near the Gore Street playground? 03/06/2025 - To be reviewed in the 2025/26 financial year. 10/07/2025 - Under investigation and subject to budget constraints. 18/08/2025 - Budget limitations reached and prioritisation. Deferred.	Doug Rodgers		3
131	2025	Infrastructure Operations	No stopping lines - Foreshore Road outside Museum	28/04/2025 - It was noted around a number of complaints of vehicles parking on the bend on Foreshore Road near the museum. There needed to be no parking lines. 30/05/2025 - To be reviewed.	Doug Rodgers		3
132	2023	Strategic Asset Planning	Speed limit reduction between 100km / 50km zones	10/07/2025 - Concerns about the speed limit going from 100 to 50 km per hour. Vehicles, including trucks still going too fast after the 50 sign. Speed reduction requested entering Bluff, 70km from Ocean Beach. Speed limits are set by Waka Kotahi, a temporary speed limit can be requested. 28/08/2025 - Council is currently consulting on speed limit reviews as part fo the GPS-Transport changes. As stated this requires NZTA approval. Staff to discuss the matter with NZTA. Note: The GPS-Transport does not support lowering speed limits in a general sense, but a staged reduction may be an exception.	Doug Rodgers	In progress	3

APPENDIX 1
A6023824

Bluff Inspection Action Sheet

Item numbers are numeric
133 Next New Item number

BCB Priority Key

High	1
Medium	2
Low	3
Business as usual	4

Item	Year	Responsibility Area	Issues/Projects	Actions	ICC Contact	Timeframe	Priority
				INFRASTRUCTURE OPERATIONS			
77	2023	Infrastructure Operations	Foreshore Road/Murihuku Road – Sight distance reduced by plantings – Southport	To confirm maintenance accountability between Southport/ ICC Infrastructure/ ICC Parks. 11/07/2024 - Confirmed Southport responsible for these gardens. ICC to contact Southport to address. 14/04/2025 - Southport notified to trim back garden. 10/07/2025 - Land leased to trust who maintains the Bluff Maritme Museum. Requested them to trim back vegetation to clear sight distance. 22/08/2025 - Bluff Maritime Museum confired they will be tidying up the vegetation.	Allan Gillespie	In Progress	4
83	2023	Infrastructure Operations	Cycle track access issue north of over bridge - Bluff Highway	Cars using cycleway to access property. ICC to investigate erecting bollards to prevent vehicle access from Princes Road and north of railway overbridge on Bluff Highway. 11/07/2024 - Signage to be installed at end of Princes Road where road ends and shared path begins. 15/11/2024 - Plans to be confirmed and issued to Waihōpai Alliance. 22/08/2025 - Bollard to be installed on south end where cycleway meets Princes Road in September	Allan Gillespie	30-Sep-2025	3
84	2023	Infrastructure Operations	KiwiRail	To arrange discussion on issues in Bluff. 14/04/2025 - Bluff Community Board to send list of queries to contact at KiwiRail - Ari Jakobs (ari.jakobs@kiwirail.co.nz) - To reconfirm draft agenda with Bluff Community Board.	Allan Gillespie	31-Jul-2024	3
95	2023	Infrastructure Operations	Ocean Beach Road - Motorists parking in cycle lane	31/08/2023 - Bluff Community Board noted motorists are currently parking in the cycle lane blocking cyclists using the Bluff trail along Ocean Beach Road. 08/12/2023 - Need to have a lane line (Waka Kotahi responsibility), edge marker posts (cycleway maintenance) at 25m spacings and have painted symbols (regular intervals) on shared path to highlight. Confirm no cables for edge marker posts and discuss with Waka Kotahi. 22/08/2025 - Delineator posts to be installed instead of edge marker posts - on order, expect to be completed in September.	Allan Gillespie	30-Sep-2025	2
100	2024	Infrastructure Operations	Slump in road - outside 86 Gore Street	01/02/2024 - Slump in roadway on Gore St outside 86 Gore St (SH1) 02/02/2024 - This slump was identified in Oct 2023 and passed onto the NZTA SH Maintenance contractor. They advised this needs to be discussed with NZTA. Awaiting feedback from NZTA. 30/05/2024 - Slump is within area with pavers, so is shared responsibility between ICC (surface) & NZTA (Base/sub-base). Investigations underway. 07/03/2025 - Monitoring slump. Discussions underway with NZTA for joint repairs. 14/04/2025 - Further investigation reveals potential SW main failure, to be investigated/repaired.	Allan Gillespie	31/05/2025	4
103	2024	Infrastructure Operations	Vehicle crossing damage - 119-123 Slaney Street.	01/01/2024 - Vehicle crossing at 119-123 Slaney St damaged from recent water renewals project. RFS 410861 08/03/2024 - Driveway in question looks in no worse condition after construction than it was before. Disputed by property owner. 14/04/2025 - Further treatment required, seal design to be priced - meeting between Operations-ESG to be undertaken. 22/08/2025 - Council to provide a structural chip seal reinstatement of this driveway.	Allan Gillespie	31-Oct-2025	3
126	2024	Infrastructure Operations	Marine Parade - groundwater flowing over footpath.	09/12/2024 - Ground water is flowing over the footpath at various locations along Marine Parade. Particularly after wet weather. Is there opportunity to install strip drains to catch this water? What are the long term plans to address this issue. 14/04/2025 - Further wet weather assessment is required - followed by containment methodology. 22/10/2025 - Inspection on 7 August revealed 2 sections. First section where water is continously flowing over footpath outside 30 Marine Parade, investigations underway for permanent solution to resolve. Second area identified at 96 Marine Parade where property drainage outflows into the berm instead of kerb and channel. Council to address this non-compliance with owner.	Allan Gillespie	TBC	1
127	2025	Infrastructure Operations	Shannon Street - bridge approach-footpath failure	17/12/2024 - Footpath subsidence identified and temporarily repaired by the Waihōpai Alliance in December 2024 10/03/2025- CCTV investigation of underground SW pipelines completed, and cavity identified under footpath 10/07/2025 - Subsidence has accelerated, with a new sink hole appearing on the footpath. Council, Contractors and Consulting Engineer representatives met on site to review. The cause of the subsoil erosion is suspected to be attributed to the stormwater main in the footpath, however after flooding and testing the pipes could not confirm this. The hole has since been filled and a temporary surface reinstated to make the footpath safe and usable. Further investigations continue, including potentially diverting the stormwater main. This site will be monitored closely for any further movement / subsidence. 2/08/2025 - Shannon Street bridge investigations/monitoring are still ongoing. Next steps are to relocate the stormwater, which will eliminate this from being the cause of the erosion. During these works there will be traffic delays/detours. This will allow further investigations to be undertaken for the cause of the settlement/erosion under the footpath.	Allan Gillespie	In Progress	1
130	2025	Infrastructure Operations	Bluff Mowing maps	15/05/2025 - BCB queried what berms meet the criteria for the council to mow and which don't. 16/05/2025 - Bluff mowing maps to be reviewed before the new mowing season starts. 10/07/2025 - Review in progress. 22/08/2025 - Review in Progress. This has evolved into a wider review of mowing throughout Invercargill and Bluff, in a joint effort between Roading and Parks.	Allan Gillespie	30-Sep-2025	3
132	2025	Infrastructure Operations	Footpath kerb ramp opposite Bluff Museum	22/05/2025 - It was noted around putting a bollard or similar deterrent on the dropdown path near the museum and boat ramp which was used by vehicles but should not be. 03/06/2025 - Wahōpai Alliance to install delineator of similar to deter vehicles using the kerb ramp (pram crossing). 22/08/2025 - Delineator to be installed in September.	Allan Gillespie	30-Sep-2025	3

APPENDIX 1
A6023824

Bluff Inspection Action Sheet

Item numbers are numeric
133 Next New Item number

BCB Priority Key

High	1
Medium	2
Low	3
Business as usual	4

Item	Year	Responsibility Area	Issues/Projects	Actions	ICC Contact	Timeframe	Priority
PARKS AND RECREATION							
2	2021	Parks and Recreation	Access Restriction to the Beach from Stirling Point Pilot Station Esplanade Reserve	Further consultation on this paper has been undertaken by Te Ao Marama. ICC staff have met on site with Tammi Topi to look at the issues and potential alternatives. August update - Various options are being developed and further information has been requested on the cost of each option. A separate paper is being developed for the October Bluff Community Board. 30/09/2024 - This paper is not complete and will aim to be presented at the next Bluff Community Board meeting. 19/11/2024 - This access is proving to be quite complex and the stability of the access track is looking to be an expensive option. 24/01/2025 - No update, however archaeological authority has now been closed so a new one may need applied for if relating to works in this space. 08/07/2025 - No updates.	Caroline Rain - Parks and Recreation	Under Action to arrange date/time	3
5a	2023	Parks and Recreation	General Land review	38 Suir Street, JG Ward Reserve, Part Bluff Hill Reserve, Bluff Camping Ground land parcels were endorsed by Community Wellbeing Committee for Council Officers to proceed with Public Notification with the community on potential alternative uses of these spaces. 5/4/2024 - Engagement with the community has been undertaken via the LTP process in March and feedback is currently being analysed. Feedback on LTP? Collation of feedback made available? August update - At the July Bluff Community Board Meeting, a paper was presented which detailed all submissions received for the Long-term Plan process. An agreement was reached that a separate working group would be formed to discuss in detail the options associated with each land parcel. 30/09/2024 - Land Disposal Workshop confirmed for the 14/10/2025. 24/1/2025 - JG Ward paper being prepared to take to BCB. March 2025 - JG Ward Paper planned to be delivered in May. 11/4/2025 - Still planned to deliver paper to BCB in May. 09/06/2025 - JG Ward and 38 Suir Street BCB paper has been approved to be discussed at the June BCB. Mokomoko Reserve was agreed at the Community Wellbeing Committee in May 2025. 08/07/2025 - JG Ward and 38 Suir Street paper was discussed at the June Bluff Community Board meeting. Recommendations were resolved at Council. A report will be prepared to present to Council to commence the disposal process. 07/08/2025 - Consultation on these two parcels of land will be presented to the new Council in November / December. This will contain the resolution that any revenue received will be reinvested within JG Ward Reserve.	Caroline Rain - Parks and Recreation	Under Action	2
104	2024	Parks and Recreation	Foyle Street Reserve - seating	01/01/2024 - Is there any opportunity to replace the shrubs along the banks of Foyle Street reserve with some form of terraces to accommodate seating to watch sporting activities? 5/4/2024 - Still investigating seating opportunity. 15/11/2024 - This is still in the investigation stage, very steep banking and will take some thinking on how this could be achieved. 07/08/2025 - Draft Sports Field Operational Plan (from Xyst) has been received and details that Foyle Street Reserve is high priority for council to undertake drainage repairs. It also notes the lighting condition at the reserve is in poor condition. A scope is drafted for an upgrade of this park and will need to be approved before the end of the calendar year. Seating was not identified in the report.	RFS 410856	Being Investigated	4
110	2024	Parks and Recreation	Bluff Skate Park - Lighting	Bluff Skate Park – Is there an opportunity to install any lighting at the park? (similar to Invercargill's Skate Park opposite Splash Palace). August update - Assessment across all lighting requirements are being undertaken for all Parks and Recreation sites, which includes Bluff Skate Park. This is assessment is expected to be completed before the end of the calendar year. 30/09/2024 - Assessment of all lighting needs in reserves are underway. Expected completion is early 2025. 24/01/2025 - No update - lighting assessment planned for April / May. 11/4/2025 - Assessment still planned for April/May. 09/06/2025 - Assessment delayed to be rescheduled for the next financial year. 08/07/2025 - No updates. 07/08/2025 - Assessment yet to be completed - scheduled for September.	Caroline Rain	New	3
125	2025	Parks and Recreation	Western Jetty at Foreshore Road Boatramp	March 2025 – Further discussion is required to understand the viability of repairing and maintaining two boat ramps and associated infrastructure within Bluff. 11/02/2025 - Gave update for costs to repair the Foreshore Road ramp/wharf and asked for their endorsement to place a bid for funds. This was not endorsed as they wish to undertake more due diligence discussion on the investment of two boat ramps. 09/06/2025 - Awaiting advice from Bluff Community Board on direction. 08/07/2025 - Awaiting direction from Bluff Community Board. 07/08/2025 - Please inform what is required to get direction from the Bluff Community Board	Caroline Rain	TBC	3
129	2025	Parks and Recreation	Wheelchair access to Bluff heritage trails and gunpit	05/05/2025 - BCB noted wheelchairs cannot access the entrance to the Bluff heritage trals and gunpit at the end of Gunpit Rd. 03/06/2025 - Under review. Parks are considering various options to provide wheelchair access. 08/07/2025 - This project is in progress. 07/08/2025 - Design has been completed and contractors have been engaged to allow for this wheelchair access. Note - this is Department of Conservation land and their recreation staff support this minor change. Timeframe to be confirmed. The risk in this adjustment is that in allowing wheelchairs, small motorised bikes may be able to get through.	Caroline Rain	Under Action	3



REVISION	AMENDMENT	APPROVED	DATE
A	CONCEPT	S.V	30/06/2025

Invercargill CITY COUNCIL

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CIVIL

SCALES	ORIGINAL SIZE
1:200 @A1, 1:400 @A3	A1

DRAWN	DESIGNED	APPROVED
B.HORRELL		S.VENKATARAMAN

DRAWING VERIFIED	DESIGN VERIFIED	APPROVED DATE
		30/06/2025

CONCEPT

PROJECT
INVERCARGILL CITY COUNCIL
STERLING POINT, BLUFF
CARPARK UPGRADE

TITLE
CONCEPT 1

WSP PROJECT NO.	PROJ-ORIG-VOL-LOC-TYPE	SHEET NO.	REVISION
6-VI0.66.00	CBN8	C01	A

Original sheet size A1 (841x594) Plot Date 2025-06-30 at 2:36:35 pm U:\ProjectsNZ\6v\6-VI066.00 ICC Roading Core Services\Home\08_Asset Management Projects\Stirling Point Design\(C) Civil\6-VI066.009(CBN8).dwg C01(A)

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WORK IN PROGRESS

PRINTED 30/06/2025 2:36:12 pm

REVISION	AMENDMENT	APPROVED	DATE
A	CONCEPT	S.V	30/03/2025

Invercargill CITY COUNCIL

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CIVIL

SCALES: 1:300 @A1, 1:600 @A3
ORIGINAL SIZE: A1
DRAWN: B.HORRELL
DESIGNED:
APPROVED: S.VENKATARAMAN
DRAWING VERIFIED:
DESIGN VERIFIED:
APPROVED DATE: 30/06/2025

CONCEPT

PROJECT: INVERCARGILL CITY COUNCIL
STERLING POINT, BLUFF
CARPARK UPGRADE

TITLE: CONCEPT 2

WSP PROJECT NO.: 6-VI0.66.00
PROJ-ORIG-VOL-LOC-TYPE: CBN8
SHEET NO.: C02
REVISION: A

Original sheet size A1 (841x594) Plot Date 2025-06-30 at 2:36:12 pm U:\ProjectsNZ\6v\6-VI066.00 ICC Roading Core Services\Home\08_Asset Management Projects\Stirling Point Design\(C) Civil\6-VI066.009(CBN8).dwg C02(A)

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